

OFFICE OF GOVERNMENTAL ACCOUNTABILITY
Office of the Child Advocate
JOB OPPORTUNITY

HUMAN SERVICES ADVOCATE (part-time), JOB CLASS 1419 PCN 111345

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on the current exam list and lateral transfers

Location: 999 Asylum Avenue, Hartford, CT Refer to www.ct.gov/oca for a description of the Office

Hours: 24 hours per week, weekdays/day shift (part-time, eligible for insurance benefits)

Salary: SH-22, \$29.15/hr-\$37.17/hr (new hires to State service start at the minimum)

Closing Date: September 29, 2015 - must be received no later than 5 pm

Eligibility Requirement:

Candidates must be on the current certification list promulgated on 9-29-14 by the Department of Administrative Services (DAS) for the classification of Human Services Advocate. State employees currently holding that title or those who have previously attained permanent status as a Human Services Advocate may apply for lateral transfer.

Minimum Qualifications Required Knowledge, Skill and Ability:

Refer to DAS Class Specification for class code 1419 Human Services Advocate.

Preferred experience and abilities:

Professional experience in a public or private agency or organization providing services to children and families.

Example of Duties:

- Responds to citizen questions/concerns and evaluates delivery of services to children by state or state funded agencies;
- Reviews procedures of state agencies providing services to children;
- Visits residential facilities to review procedures, assure safety and assess facilities;
- May recommend changes in state policies concerning children including changes in system of providing juvenile justice, child care, foster care, and treatment.
- Performs other advocacy duties as assigned.

Application Instructions:

Qualified candidates must submit a cover letter, describing your suitability for the position, and the required CT-HR-12 State Employees Application, available online at http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf to:

OFFICE OF GOVERNMENTAL ACCOUNTABILITY--Human Resources Department
18-20 Trinity St. 5th Floor
Hartford, CT 06106

Preferred method of submission: by secure Fax to 860-622-4927 OR attached to e-mail sent to OGA.HR@ct.gov
Refer to PCN 111345

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.